

MONTAGUE BOARD OF HEALTH MEETING

Monday, September 26, 2022 – 6:00 pm
Town Hall – Second Floor Meeting Room

Meeting Minutes

Present: Melanie Ames Zamojski & Michael Nelson (left for SB meeting)

Staff: Health Director- Daniel Wasiuk, Health Clerk – Anne E. H. Stuart

Guests: Maureen McNamarra

Melanie Ames Zamojski opened the meeting at 6:03 PM

Review of Health Director Job Description:

- The Board of Health members and staff gave their input while reviewing what Rachel had suggested via email to staff.
- The members made slight additions and adjustments including but not limited to the areas of education, supervision and guidance, and knowledge, skills and abilities.
- The group also referred to and reviewed the document special commission on local and regional public health recommendations for additional guidance.
- Anne will make the edits that have been discussed and send them to Daniel and Melanie for review and final approval.

*Michael Nelson **Motioned** to approve the amended job description and to authorize the chair to be notified of changes. Seconded by Melanie Ames Zamojski. **Motion passes.***

Zamojski – Aye, Nelson – Aye

Discussion of Transition Plan for the Montague Health Department:

- Melanie spoke to the collaborate grant that might be able help with funding for an agent during the hiring process.
- Would like to see the nurse role expand in the future to 20 hours to be divided between Cheryl Volpe's position of 10-12 hours per week and another position.
- Daniel spoke that the role he plays is more one of a Health Agent with the field work compromising 75% of his time while the Director position being 25%.

*Michael Nelson **Motioned** to authorize for the chair to work with Daniel on a transition plan. Seconded by Melanie Ames Zamojski. **Motion passes.***

Zamojski – Aye, Nelson - Aye

Meeting adjourned: 6:36 PM

*Michael Nelson **Motioned** to adjourn the Board of Health meeting. Seconded by Melanie Ames Zamojski. **Motion passes.***

Zamojski – Aye, Nelson - Aye

Approved by: _____

Date: _____

Documents:

Health Director Job Description

Special Commission on Local and Regional Public Health Document